

VOUCHER #22-20080

**TO BE PUBLISHED – LEGAL
04-01-22 & 04-08-22**

**BIDS TO BE OPENED:
04-20-22**

**THE ADVOCATE
BATON ROUGE, LOUISIANA**

Electronic or sealed bids will be received by the City of Baton Rouge and Parish of East Baton Rouge, Purchasing Division, 222 Saint Louis Street, 8th Floor, Room 826, Baton Rouge, La. until **11:00 A.M., April 20, 2022** for the following:

A22-20080 EMERGENCY MEDICAL SERVICES TACTICAL UNIFORMS

Bids shall be received electronically via www.centrauctionhouse.com or on the solicitation bid forms furnished by the City of Baton Rouge and Parish of East Baton Rouge.

Electronic bids for the solicitation will be downloaded by the City of Baton Rouge and Parish of East Baton Rouge, Purchasing Division. Electronic bids must be submitted through www.centrauctionhouse.com prior to the bidding deadline. Beginning as soon as feasible after the bid closing time all electronic bids will be downloaded and publicly read aloud along with all paper bids received, if any, in Room 806 immediately after the 11:00 a.m. bid closing. Bidders or their authorized representatives are invited to be present.

Note: The City-Parish has elected to use LaPAC, the state's online electronic bid posting and notification system, in addition to its standard means of advertising this requirement. This Invitation to Bid is available in electronic form at the LaPAC website

<https://wwwcfprd.doa.louisiana.gov/osp/lapac/dspBid.cfm?search=department&term=102>.

Bids, amendments to bids or request for withdrawal of bids received after time specified for bid openings shall not be considered for any cause whatsoever.

Inquiries will be received up until 5 pm on **April 12, 2022**

Full information may be obtained upon request from the above address or by telephoning Mr. DeSean Bethley, MPA at (225) 389-3259, Ext. 3261, or via email dbethley@brla.gov.

Due to the COVID-19 emergency situation and in light of the Louisiana Governor's Proclamation Number JBE 2020-30, the City of Baton Rouge and Parish of East Baton Rouge, Purchasing Division, is temporarily suspending in-person attendance by vendors **at public bid openings** for bids published by our office.

Any vendor who would like to listen to the opening of this bid can access the following link, at the date and time of this bid opening:

Join by phone

+1-408-418-9388 United States Toll

Access code: 263 373 080 (followed by the # button)

Alternate numbers to call if number above is not available, which may occur due to network traffic (use the same Access Code, followed by the # button):

United States Toll (Boston) +1-617-315-0704

United States Toll (Chicago) +1-312-535-8110

United States Toll (Dallas) +1-469-210-7159

United States Toll (Denver) +1-720-650-7664

United States Toll (Jacksonville) +1-904-900-2303

United States Toll (Los Angeles) +1-213-306-3065

This link will provide you with live audio access to this bid opening. The link will be live at the noted bid opening time for the date of bid opening. All other terms & conditions remain unchanged.

Annual Contract Competitive Proposal Request	CITY OF BATON ROUGE PARISH OF EAST BATON ROUGE PURCHASING DIVISION	RESPONSES MUST BE RECEIVED BY: 04/20/22 11:00 AM CST
TITLE: A22-20080 Emergency Medical Services Tactical Uniforms	RETURN BID TO: PURCHASING DIVISION	
FILE NO: 22-20080 REQ NO: AD DATES: 04/01 & 04/08	Mailing Address: PO Box 1471 Baton Rouge, LA 70821	Physical Address: 222 St. Louis Street 8 th Floor Room 826 Baton Rouge, LA 70802 ***NOTE: U.S. Postal Regular & Expedited Mail do not deliver to our physical address; delays may occur due to City-Parish Mailroom processing
SHIP TO ADDRESS: East Baton Rouge Parish Emergency Medical Services 3801 Harding Boulevard Baton Rouge, LA 70807	Contact Regarding Inquiries: Purchasing Analyst : Mr. DeSean Bethley, MPA Telephone Number: 225-389-3259 x 3261 Email: dbethley@brla.gov	
VENDOR NAME	MAILING ADDRESS	
REMIT TO ADDRESS	CITY, STATE, ZIP	
TELEPHONE NO.	FAX NO.	E-MAIL
FEDERAL TAX ID OR SOCIAL SECURITY NUMBER	TITLE	
AUTHORIZED SIGNATURE (Required)	PRINTED NAME	
QUESTIONS TO BE COMPLETED BY VENDOR: 1. _____ STATE DELIVERY DAYS MAXIMUM AFTER RECEIPT OF ORDER. 2. _____ % discount for payment made within 30 days. Discount for payment made in less than 30 days, or less than 1%, or applicable to an indefinite quantity contract will be accepted but not an award consideration. 3. _____ STATE ENUMERATED ADDENDA RECEIVED (IF ANY) award consideration.		

F.O.B.: DESTINATION - PAYMENT TERMS: NET 30
ALL BLANKS ON THIS PAGE SHOULD BE COMPLETED TO AVOID REJECTION OF BID

The signature on this document certifies that proposer has carefully examined the instructions to bidders, terms and specifications applicable to, and made a part of this solicitation. By submission of this document, proposer further certifies that the prices shown are in full compliance with the conditions, terms and specifications of this solicitation. **Bid must be signed in the designated space above and by person authorized to sign for bidder.**

No alterations, changes or additions are allowed on this solicitation, and no additional information, clarifications or other documents are to be included unless specifically required by the specification. Any errors in extensions of prices will be resolved in favor of unit prices submitted.

If services are to be performed in East Baton Rouge City-Parish, evidence of a current occupational license and/or permit issued by the City-Parish shall be supplied by the successful vendor, if applicable.

INSTRUCTIONS TO BIDDERS/TERMS & CONDITIONS FOR ANNUAL CONTRACTS

Bidders are urged to promptly review the requirements of these specification, terms and conditions and submit questions for resolution as early as possible during the bid period. Questions or concerns must be submitted in writing to the purchasing division during the bid period. Otherwise, this will be construed as acceptance by the bidders that the intent of the specifications, terms and conditions are clear and that competitive bids may be obtained as specified herein. Protests with regard to the specification, terms and conditions documents will not be considered after bids are opened.

1. Read the entire bid, including all terms and conditions and specifications.
2. This proposal is to establish firm prices for materials supplies and services for the contract period shown. Delivery shall be made or services provided as needed throughout the contract period, or as required by the specification. Quantities, if shown, are estimated only. Smaller or larger quantities may be purchased based upon the needs of the City-Parish. There is no guaranteed minimum quantity.
3. The contract shall be firm through the period indicated on the cover sheet. Upon agreement of both the contractor and the City - Parish, the contract may be extended a second or a third year or other shortened specified time periods. Extension of the contract into the second or third time periods shall be made by letter on or before the expiration of the contract. Extension is only possible if all prices and conditions remain the same.
4. Proposals are mailed only as a courtesy. The City - Parish does not assume responsibility for failure of bidders to receive proposals. Bidders should rely only on advertisements in the local newspaper, and should personally pick up proposals and specifications. Full information may be obtained, or any questions answered, by contacting the Purchasing Division, 222 Saint Louis Street, 8th Floor, Room 826, Baton Rouge, LA 70802 or by calling (225) 389-3259.
5. The contract title, bidder's name, address and bid opening date should be clearly printed or typed on the outside of the bid envelope. Only one bid will be accepted from each bidder for the same job. Alternates will not be accepted unless specifically requested in the proposal. Submission of more than one bid or alternates not requested may be grounds for rejection of all bids by the bidder.
6. The method of delivery of bids is the responsibility of the bidder. All bids must be received by the Purchasing Division, 222 Saint Louis Street, 8th Floor, Room 826, Baton Rouge, LA 70802 on or before the specified bid opening date and time. Late bids will not be considered under any circumstances.
7. Failure to deliver within the time specified in the bid will constitute a default and may cause cancellation of the contract. Where the city has determined the contractor to be in default, the city reserves right to purchase any or all products or services covered by the contract on the open market and to charge the contractor with cost in excess of the contract price. Until such assessed charges have been paid, no subsequent bid from the defaulting contractor will be considered.
8. Except for bids submitted through the www.centralauctionhouse.com on-line bidding site, bids shall be accepted only on proposal forms furnished by the City of Baton Rouge and Parish of East Baton Rouge Purchasing Division. The City - Parish will only accept bids from those bidders in whose names the proposal forms and/or specifications were issued. Altered or incomplete proposals, or the use of substitute forms or documents, shall render the bid non-responsive and subject to rejection. The entire proposal package, including the specifications and copies of any addenda issued shall be submitted to the Purchasing Division as the bid.
9. All proposals must be typed or written in ink. Any erasures, strikeover and/or changes to prices should be initialed by the bidder. Failure to initial may be cause for rejection of the bid as non-responsive.
10. All proposals must be manually signed by a properly authorized party. Failure to do so shall cause the bid to be rejected as non-responsive.
11. Where one or more vendor's exact products or typical workmanship is designated as the level of quality desired or equivalent, the Purchasing Division reserves the right to determine the acceptability of any equivalent offered.

12. If bidding other than specified, sufficient information should be enclosed with the bid in order to determine quality, suitability, and compliance with the specifications. Failure to comply with this request may eliminate your bid from consideration. If requested, literature and/or specifications must be submitted within seven (7) days.
13. Written addenda issued prior to bid opening which modifies the proposal shall become a part of the proposal for bid, and shall be incorporated within the purchase order and/or contract. Only a written interpretation or correction by Addendum shall be binding. Bidders shall not rely upon any interpretation or correction given by any other method.
14. For printing solicitations, artwork, dies and/or molds shall become the property of the City - Parish Government and must be returned to the Purchasing Division, 222 Saint Louis Street, 8th Floor, Room 826, Baton Rouge, LA 70802, upon completion of the order.
15. All applicable chemicals, herbicides, pesticides and hazardous materials must be registered for sale in Louisiana by the Department of Agriculture, State of Louisiana, registered with the EPA and must meet all requirements of Louisiana State Laws. Bidders must submit product label, material safety data sheet and EPA registry number with bid. This information will be required on any subsequent deliveries if there is a change in chemical content or a different product is being supplied. Failure to submit this data may be cause for the bid to be rejected or the contract canceled.
16. Delivery of items must be made on time to City - Parish final destinations within East Baton Rouge Parish. All freight charges shall be prepaid by vendor.
17. The City - Parish reserves the right to award items separately, grouped or on an all-or-none basis and to reject any or all bids and waive any informalities.
18. All bidders should submit with their bid, or have on file with the Purchasing Division, a City - Parish Business Profile Data Form. The Business Profile Data Form is available at the Purchasing Department section of the City of Baton Rouge website, www.brla.gov, or by calling the Purchasing Department at 225-389-3259.
19. The State of Louisiana Code of Governmental Ethics places restrictions on awarding contracts or purchase orders to persons who are employed by any agency of the City - Parish Government, or any business of which he or his spouse has more than a twenty-five percent (25%) interest. The Code also prescribes other restrictions against conflict of interest and establishes guidelines to assure that appropriate ethical standards are followed. If any question exists regarding potential violation of the Code of Ethics, bidders should contact the Purchasing Division prior to submission of the bid. Any violation of the Code of Ethics shall be grounds for disqualification of bid or cancellation of contract.
20. All Prices bid shall remain in effect for a period of at least sixty (60) days. City - Parish purchases are exempt from state and local taxes.
21. The City - Parish reserves the right to terminate this contract prior to the end of the contract period on twenty-four (24) hours written notice for unsatisfactory performance. Termination under this paragraph shall not relieve either party of any obligation or liability that may have occurred prior to the effective date of termination.
22. In accordance with Louisiana Revised Statutes, a preference may be allowed for equivalent products produced, manufactured or grown in Louisiana and/or firms doing business in the State of Louisiana. Do you claim this preference if allowed?

YES____NO____. If this preference is claimed, attach substantiating information to the proposal to show the basis for the claim.
23. Right To Audit Clause: The Contractor shall permit the authorized representative of the City-Parish to periodically inspect and audit all data and records of the Contractor relating to his performance under this contract.
24. In accordance with the provisions of LA. R.S. 38:2212.9, in awarding contracts after August 15, 2010, any public entity is authorized to reject the lowest bid from, or not award the contract to, a business in which any individual with an ownership interest of five percent or more has been convicted of, or has entered a plea of guilty or ***Nolo Contendere*** to any state felony crime or equivalent federal felony crime committed in the solicitation or execution of a contract or bid awarded under the laws governing public contracts under the provisions of Chapter 10 of this Title, professional, personal, consulting, and social services procurement under the provisions of Chapter 16 of Title 39 of the Louisiana Revised Statutes of 1950, or the Louisiana Procurement Code under the provisions of Chapter 17 of Title 39 of the Louisiana Revised Statutes of 1950.

25. In accordance with Louisiana Law (R.S. 12:262.1 and 12:1308.2), all corporations and limited liability companies must be in good standing with the Louisiana Secretary of State at the time of execution of the contract.
26. Terms and Conditions: This solicitation contains all terms and conditions with respect to the purchase of the goods and/or services specified herein. Submittal of any contrary terms and conditions may cause your bid to be rejected. By signing and submitting a bid, vendor agrees that contrary terms and conditions which may be included in their bid are nullified; and agrees that this contract shall be construed in accordance with this solicitation and governed by the laws of the State of Louisiana as required by Louisiana Law.
27. Certification of no suspension or debarment. By signing and submitting any bid for \$25,000 or more, the bidder certifies that their company, any subcontractors, or principals are not suspended or debarred by the general services administration (GSA) in "Audit Requirements In subpart F of the Office of Management and Budget's uniform administrative requirements, cost principles, and audit requirements for federal awards" (Formerly OMB circular a-133).

A list of parties who have been suspended or debarred can be viewed via the internet at <http://www.sam.gov>.

28. Bid prices shall include delivery of all items F.O.B. destination or as otherwise provided. Bids containing "Payment in Advance" or "C.O.D. requirements may be rejected. Payment is to be made within 30 days after receipt of properly executed invoice or delivery, whichever is later.
29. Bidders may attend the bid opening, but no information or opinions concerning the ultimate contract award will be given at the bid opening or during the evaluation process. Bids may be examined within 72 hours after bid opening. Information pertaining to completed files may be secured by visiting the Purchasing Division during normal working hours. Written bid tabulations may be accessed at: <http://city.brla.gov/dept/purchase/bidresults.asp>.
30. Contractor agrees, upon receipt of written notice of a claim of a claim or action, to defend the claim or action, or take other appropriate measure, to indemnify, and hold harmless, the city, its agents and employees from and against all claims and actions for bodily injury, death or property damages caused by fault of the contractor, its officers, its agents, or its employees. Contractor is obligated to indemnify only to the extent of the fault of the contractor, its officers, its agents, or its employees, however the contractor shall have no obligation as set forth with respect to any claim or action from bodily injury, death or property damages arising out of the fault of the City, its officers, its agents, or its employees.
31. Vendors submitting signed bids agree to EEOC compliance and certify that they agree to adhere to the mandates dictated by Title VI and VII of the Civil Right Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Bidders must agree to keep informed of and comply with all federal, state and local laws, ordinances and regulations which affect their employees or prospective employees.

32. The City of Baton Rouge, Parish of East Baton Rouge launched a new Enterprise Resource Planning (ERP) system, Vendor Self Service (VSS) via Munis. VSS replaced the legacy vendor database and will be used by all departments and agencies citywide.

Vendor Self-Service (VSS) enables vendors to register and maintain information about their organization for the purpose of doing business with City-Parish and receive notifications of business opportunities. The City-Parish procurement activities are subject to the State of Louisiana Public Bid Law, local city-parish ordinances as well as applicable federal statutes as directed by grant providers. Vendors must be registered to receive bid notifications.

New vendors or existing vendors who need to create a VSS account can do so clicking the Registration link at <http://brla.gov/vss>. Vendors are encouraged to review the step by step <https://www.brla.gov/DocumentCenter/View/4899/Vendor-Self-Service-Registration-Guide-PDF> before beginning the registration process which may be assessed at <https://www.brla.gov/DocumentCenter/View/4899/Vendor-Self-Service-Registration-Guide-PDFide>.

Additional information regarding how to do business with EBR City-Parish is available at: <https://www.brla.gov/DocumentCenter/View/678>.

We also post our scheduled bid openings, as well as unofficial bid tabulations after the bids have opened at <http://city.brla.gov/dept/purchase/bids.asp>.

Note: Commodity codes are required for setting up your profile. These numbers tell us what commodities and services that you can provide. When agencies request products or services, our buyers pull directly from these numbers to send out solicitations, bids, and quotes. The first 3 numbers are the class numbers; the subclasses are two digit numbers that better describe the commodity or service. For questions regarding commodity codes, please contact purchasing at (225) 389-3259 Ext 0.

Important! - A W-9 Form is required in order to do business with City-Parish. Part of the online enrollment process requires you to upload a completed W-9 form. Please have the completed form in an electronic format so that you can submit it as part of the registration process. The W-9 form can be downloaded from the IRS website. We have created step by step directions on how to properly complete the W-9 Form.

FEDERAL CLAUSES, IF APPLICABLE.

I. Remedies for Breach

Bidder acknowledges that contracts in excess of the simplified purchase threshold (\$150,000.00) shall contain provisions allowing for administrative, contractual, or legal remedies for contractor breaches of the contract terms, and shall provide for such remedial actions as appropriate.

II. Termination and Settlement

Bidder acknowledges that contracts in excess of \$10,000.00 shall contain termination provisions including the manner in which termination shall be effected and the basis for settlement. In addition, such provisions shall describe conditions for termination due to fault and for termination due to circumstances outside of the contractors' control.

III. Access to Records

Bidder acknowledges that all contracts (except those for less than the small purchase threshold) shall include provisions authorizing the recipient, US Funding Agency, the Comptroller General, or any of their duly authorized representatives access to all books, documents, papers, and records of the contractor which are directly pertinent to a specific program for the purpose of making audits, examinations, excerpts, and transcriptions.

IV. Equal Employment Opportunity

Bidder acknowledges that all contracts shall contain provisions requiring compliance with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11236 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Dept. of Labor.

V. Copeland "Anti-Kickback" Act

Bidder acknowledges that all construction/repair contracts and sub-grants in excess of \$2,000 shall include provisions requiring compliance with the Copeland "Anti-kickback" Act (18 U.S.C. §3141-3148), which provides that each contractor or sub-recipient shall be prohibited from inducing any person employed in the construction, completion, or repair of public work, to give up any part of the entitled.

VI. Davis-Bacon Act

Bidder acknowledges that all construction contracts in excess of \$2,000 shall include a provision for compliance with the Davis-Bacon Act, which requires contractors to pay laborers and mechanics wages at a rate not less than the minimum wages specified in a wage determination made by the Secretary of Labor. Additionally, contractors shall be required to pay wages not less than once a week.

VII. Contract Work Hours and Safety Standards Act

Bidder acknowledges that all construction contracts in excess of \$2,000, and all other contracts involving the employment of mechanics or laborers in excess of \$2,500 shall include provisions for compliance with sections 102 and 107 of the Contract Work Hours and Safety Standards Act, which requires each contractor to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and one-half times the basic rate of pay for all hours worked in excess of 40 hours. Section 107 is applicable to construction work and provides that no laborer or mechanic shall be required to work in surroundings or under working conditions that are unsanitary, hazardous, or dangerous.

VIII. Rights to Inventions Made Under a Contract or Agreement

Bidder acknowledges that contracts for the performance of experimental, developmental, or research work shall include provisions providing for the rights of the Federal Government and the recipient in any resulting invention in accordance with 37 CFR part 401, "Rights to Inventions Made by Nonprofit Organizations and the Small Business Firms under Governments Grants, Contracts, and Cooperative Agreements"

IX. Clean Air Act

Bidder acknowledges that the Clean Air Act (CAA) is the comprehensive federal law regulating air emissions from stationary and mobile sources. Among other things, this law authorizes EPA to establish National Ambient Air Quality Standards (NAAQS) to protect public health and public welfare and to regulate emissions of hazardous air pollutants

X. Clean Water Act.

The contractor hereby agrees to adhere to the provisions which require compliance with all applicable Standards, orders, or requirements issued under section 508 of the clean water act which prohibits the use under non-exempt Federal contracts, grants or loans of facilities included on the EPA list of violating facilities

XI. Energy policy and conservation act

The contractor hereby recognizes the mandatory standards and policies relating to energy Efficiency which is contained in the state energy conservation plan issued in compliance with the energy policy and Conservation act (P.L. 94-163).

Bidders must agree to keep informed of and comply with all federal, state and local laws, ordinances and regulations which affect their employees or prospective employees.

ADDITIONAL REQUIREMENTS FOR THIS BID

- The City-Parish, its officers, employees and agents, shall not be responsible for the negligent acts and omissions of the Contractor or the Contractor's officers, employees, agents or subcontractors, nor shall the Contractor or the Contractor's officers, employees or agents be responsible for the negligent acts or omissions of the City - Parish, its officers, employees and agents. Accordingly, Contractor shall indemnify and save City - Parish, its officers, employees and agents, harmless from any and all claims, suits and actions of any character, name or description brought for or on account of any injury or damage to any person or property arising out of the work performed by the Contractor and resulting from the negligence, commission or omission of any act by the Contractor, or Contractor's officers, employees, agents or subcontractors.
- If work is to be performed on site, contractor shall furnish proof of insurance as required in specifications.
- Payment terms for services will be **Net 30** days based on the monthly invoice. Agencies will be invoiced monthly in arrears by the contractor. Advanced payments shall not be made.
- The City-Parish reserves the right to cancel this contract with thirty (30) days written notice.
- **Termination for Cause:** The City-Parish may terminate this Contract for default by giving the contractor written notice thereof, specifying with particularity each such default. After the first such notice of default, Contractor shall have ten (10) days after receipt of notice to cure or take reasonable steps to cure the default. If the contractor fails to cure or take reasonable steps to cure the default within such ten-day period, the City-Parish may declare this Contract, as appropriate, terminated. In the event of a second notice of default, whether for the same or a different infraction of contractual obligations, the contractor will be given five (5) days to cure the default. If a third notice of default should become necessary, the contract may be terminated upon notification of said default.
- **Termination for Convenience:** The City-Parish may terminate this Agreement at any time by giving thirty (30) days written notice.
- **Termination for Non-Appropriation Clause:** Should the Invitation to Bid result in a multi-year contract, a non-appropriation clause shall be made a part of the contract terms as required by state statutes, allowing the City-Parish to terminate the contract for lack of appropriated funds on the date of the beginning of the first fiscal year for which funds are not appropriated.
- **Ethics:** Vendors and service providers are responsible for adhering to the Louisiana Code of Governmental Ethics throughout the duration of this contract. As such, vendors and service providers shall be responsible for determining and ensuring that there will be no conflict or violation of the Louisiana Ethics Code if their company is awarded a contract with the City/Parish.
- **Cybersecurity Training Requirement:** Contractor, including all principals, sub-contractors and employees who require access to City-Parish information technology assets, shall complete the cybersecurity training required by La. R.S. 42:1267 and furnish the City Parish proof of said completion prior to being granted access to said assets.
- **Force Majeure:** In case by reason of force majeure either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement, then except as otherwise expressly provided in this Agreement, if such party shall give notice and full particulars of such force majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied on, the obligations of the party giving such notice (other than the obligations of the Agency to make the payments required under the terms hereof, or to comply with the terms, conditions and requirements of this contract hereof), as far as they are affected by such force majeure, shall be suspended during the continuance of the inability then claimed which shall include a reasonable time for the removal of the effect thereof, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch. The term "force majeure," as employed herein, shall mean acts of God, strikes, lockouts or other industrial disturbances, acts of the public enemy, orders of any kind of the Government of the United States or of the State or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, droughts, arrest, restraining of government and people, civil disturbances, explosions, partial or entire failure of utilities, shortages of labor, material, supplies or transportation, or any other similar or different cause not reasonably within the control of the party claiming such inability. It is understood and agreed that the settlement of existing or impending strikes, lockouts, or other industrial disturbances shall be entirely within the discretion of the party having the difficulty and that the above requirements that any force majeure shall be reasonably beyond the control of the party and shall be remedied with all reasonable dispatch shall be deemed to be fulfilled even though such existing or impending strikes, lockouts, and other industrial disturbances may not be settled but could have been settled by acceding to the demands of the opposing person or persons.

- **Non-Performance:** If the Company fails to perform any of the other provisions of this contract, or so fails to make progress as to endanger the performance of this contract in accordance with its terms, and either of these two circumstances does not cure such failure within a period of ten (10) days (or such longer period as the city may authorize in writing), after receipt of notice from the City specifying such failure; or Continuing non-performance of the Proposer in terms of specifications shall be a basis for the termination of the contract by the City. The City shall not pay for work, equipment or supplies which are unsatisfactory. Vendors will be given a reasonable opportunity before termination to correct the deficiencies. This however, shall in no way be construed as negating the basis for termination for non-performance; or

In the event the City terminates this Contract in whole or in part, as above provided, the City may procure, upon such terms and in such manner as the City may deem appropriate, items purchased similar to those terminated, and the Company shall be liable for any excess costs for such similar items, provided that the Company shall continue the performance of this contract to the extent not terminated under the provisions of this paragraph.

- **All items must be bid. A Blank, Zero, or N/A will not be considered:** All items must be bid. A blank space, Zero (0), or "N/A" on the Schedule of Bid Items page may cause your bid to be deemed non-responsive. If your intention is No Charge, please write that in the Unit price column.
- Bid prices shall include sewing on all emblems and patches as required by East Baton Rouge Parish Emergency Medical Services.
- The terms of this contract is a one (1) year base term with the option to extend for two (2) additional one-year periods at the sole discretion of BTR. This maintenance contract will be utilized on an as needed basis.

Invoice Support

Vendor shall produce upon request bills of landing, driver logs, and trip sheets to verify invoices. In addition, vendor shall secure evidence of delivery to include the printed name, signature, and contact information of person receiving the delivered items.

In order to facilitate payment, vendors will be required to submit invoices to include the following:

- Date of Invoice
- Agency / Contact
- Contract Number
- Purchase Order Number
- Invoice Number
- Invoice Total

For each item (commodity) on the invoice, the following should be included:

- Item (Commodity) Description
- Quantity Purchased
- Unit Price
- Discounted Price
- Item Total Price

**CITY OF BATON ROUGE
PARISH OF EAST BATON ROUGE
PURCHASING DIVISION**

Specification
East Baton Rouge Emergency Medical Services (EMS)
March, 2022

The brand and model used in this specification is used only to denote the general style, type, character and quality standard of the supplies requested. Please note the brand and model that you are bidding in the designated spaces provided. If bidding other than specified, sufficient information must be enclosed with the bid in order to determine quality, suitability, compatibility and compliance with the specifications.

GENERAL: The intent of this proposal is to provide for the purchase and delivery of new uniforms for East Baton Rouge Emergency Medical Services (EMS) in accordance with the specifications. ***All garment details not specifically described herein; tailoring, styling, construction, materials, and components must match the standard reference sample on file with the agency. Written specifications attempt to describe key requirements of a 3D garment and cannot do so adequately and therefore silence of the specifications does not absolve bidders from matching with precision the standard reference sample.***

All bidders must enclose with their bid two (2) copies of detailed manufacturers specifications and evidence (dated manufacturers catalogs or similar) that the item (uniform) is currently a commercial in-stock style being bid; including a complete list of any deviations from the specifications listed. If requested, additional literature and/or specifications must be submitted upon request within seven (7) days.

Bidders will provide a full size run of try-on garments within ten (10) days for agency approval. The evaluation of the clothing offered and the determination of the lowest responsive and responsible bidder will be the sole responsibility of the Purchasing Division after consultation with the using agency.

SAMPLE: Pre-bid samples will be required at the time of the bid opening. Samples must be furnished at vendor's expense, and received not later than the time of the bid opening. Packages should be clearly labeled with the file number. In addition, each individual sample with the package should be clearly labeled with bidder's name, manufacturer's brand name and number, file number, and item referenced. Any part of merchandise received that does not meet the quality standards and construction of the sample will be rejected and returned at vendor's expense. Any other sample received, if not destroyed in testing, may be returned at the bidder's expense. Request for return, shipping authorization, and sufficient return postage must be received no later than 10 days after receipt of sample.

Samples may be subjected to laboratory testing at the discretion of the contracting officer. Bidders are responsible for all testing costs of their sample garments.

FITTING and ALTERATIONS: Successful vendor must be able to fit all sizes. Alterations for initial fitting shall be included in the bid price. Alterations must be completed within forty-eight (48) hours after fitting. The successful vendor shall be available for providing fittings and alterations on a daily basis during the week for all personnel in Baton Rouge as necessary. Fitting will be made at the vendor's location inside East Baton Rouge Parish, so EMS employees can go to their location during work hours to be fitted.

EMBLEMS: Bid price shall include application of up to three (3) emblems to all shirts. All emblems will be provided by the agency. A representative sampling is shown in Attachment A.

PATCHES: Bid price shall include application of three (3) cloth patches. All patches will be provided by the agency. A representative sampling is shown in Attachment B.

QUALITY LEVEL: All items shall be new, unused, and a current standard product of an established Manufacturer, except for such deviations as may be required by each item specification. Garments must be manufactured to ISO 9001 quality assurance standards. A copy of the certificate registration will be required with the bid. Items shall have a neat, well finished appearance and shall be free of all imperfections and/or defects which might affect overall appearance, normal life, or service ability. Seconds, irregulars, shorts, or run-of-the-mill are not acceptable. There shall be no broken or loose yarns, stitches or seams. Threads shall be trimmed, and hems shall be smooth, straight, and uniform.

**CITY OF BATON ROUGE
PARISH OF EAST BATON ROUGE
PURCHASING DIVISION**

Specification
East Baton Rouge Emergency Medical Services (EMS)
March, 2022

DELIVERY: Inside delivery required for all new uniform items on a schedule mutually agreed to by the vendor and the agency. Delivery will be made to EMS Headquarters at 3801 Harding Blvd., Baton Rouge, LA 70807 after receipt of order. Delivery of standard size uniform items will normally be expected within two (2) weeks of fitting for standard sizes. Items must meet all state and federal safety standards in effect at the time of delivery to East Baton Rouge EMS.

CONTACTS: List the name/title, email address, fax and all telephone numbers that are accessible 24 hours a day of all contact person(s) who will be responsible for administering this contract.

NAME/TITLE	EMAIL ADDRESS	FAX NUMBER	TELEPHONE NUMBER

ITEM SPECIFICATIONS

East Baton Rouge Emergency Medical Services (EMS)
Propper® EdgeTec Slick Pants, (Items 0001 – 0006)

GENERAL

The intent of this specification is to provide for the purchase and delivery of new Slick Pants for East Baton Rouge Emergency Medical Services (EMS) as follow: Propper® Men's EdgeTec Slick Pants style #F5906, or approved equivalent and Propper® Women's EdgeTec Slick Pants style #F5910, or approved equivalent; as specified below. Bidders must enclose with their bid two (2) copies of detailed manufacturers specifications on the clothing being bid including a complete list of any deviations from the specifications listed. The evaluation of the product offered and the determination of the lowest responsive and responsible bidder will be the sole responsibility of the Purchasing Division after consultation with the using agency.

Details:

- 5.1 oz. 100% polyester ripstop
- Lightweight
- Tactical
- Color: LAPD Navy
- Durable water repellent (DWR) treatment resists dirt and moisture
- Stain-resistant
- Countered waistband (*women*)
- Slider waistband with internal shirt gripper (*men*)
- 5-pocket EdgeTec slick pant design
- Front hand pockets with knife reinforcement
- Easy-access, side cargo pockets
- Covert pockets
- Back welt pockets
- Reinforced knee
- Modern Fit: Curved waistband sits below the waist – comfortable through the hip and thigh with a straight leg (*women*)
- Classic Fit: Stretch waistband sits slightly below regular waist – comfortable through the hip, thigh, and leg (*men*)

Men's Sizes (*Indicate any additional charge for larger sizes*):

- Waist (28 – 56)
- Inseam (30 – 36)

Women's Sizes (*Indicate any additional charge for larger sizes*):

- Waist (2 – 24)
- Inseam (short, regular, and long)

ITEM SPECIFICATIONS

East Baton Rouge Emergency Medical Services (EMS)
Propper® Tactical Shirt (Short-Sleeve), (Items 0007 – 0010)

GENERAL

The intent of this specification is to provide for the purchase and delivery of new tactical shirts (short-sleeve) for East Baton Rouge Emergency Medical Services (EMS) as follow: Propper® Women's Tactical Shirts style #F5304-50, or approved equivalent and Propper® Men's Lightweight Tactical Dress Shirts style #F5311-50, or approved equivalent; as specified below. Bidders must enclose with their bid two (2) copies of detailed manufacturers specifications on the clothing being bid including a complete list of any deviations from the specifications listed. The evaluation of the product offered and the determination of the lowest responsive and responsible bidder will be the sole responsibility of the Purchasing Division after consultation with the using agency.

Components

The Tactical Shirt shell consists of a blend of polyester / cotton ripstop. It is hip length and has short sleeves, an oversized chest and is designed to be worn over body armor and perspiration management liners.

- Teflon™ fabric protector repels stains and liquids
- Convertible collar with stays
- Chest pocket with pen slots
- Concealed document pockets
- Faux button front with zipper closure
- Badge tab kit included

Fabric

Shirt Shell Fabric

Fabric: 65% Polyester / 35% Cotton
Construction: Lightweight Ripstop
Weight : 4.5 oz. / sq. yard

Color: LAPD Navy

The construction and top stitch thread shall match the color of the shell fabric. The buttons and binding tape shall match the color of the shell fabric.

Style

Propper® Tactical Short-Sleeve Shirt features a two button placket and set-in sleeves; it has placket and shoulder epaulets. The chest is over sized and the color and cuffs are made from the shirt shell fabric. It has a split tail hem and it is unlined and uninsulated. The Tactical Short-Sleeve Shirt is designed to be worn over body armor.

Front

The front shall be one piece construction. The front shell has a center front placket with a two-button closure. The front placket shall house a microphone epaulet. The chest is over sized to accommodate body armor. The front length shall be a minimum of 36-inches long.

Placket

The placket assembly shall be in a French seam design and set in the boxed seam below the collar of the upper front. Both left and right placket shall be made of the same fabric as the shirt and be fused with a non-woven material during its sub-assembly. The left placket shall be faced and the right front placket shall be lined. The left and right front placket facing shall be sewn into the box seam in a neat and durable manner. The left and right front placket shall be stitched, turned and topstitched 1/16 inch gauge to the front shell. The bottom edge of the placket shall form a sharp 90° turn along the bottom of the box seam and be stitched turned and topstitched 1/16 inch gauge.

ITEM SPECIFICATIONS

East Baton Rouge Emergency Medical Services (EMS) **Propper® Tactical Shirt (Short-Sleeve), (Items 0007 – 0010)**

Collar

The collar and the collar lining shall be made from the shirt shell fabric and shall be fused with non-woven material during its sub-assembly. The front of the collar shall finish $\frac{3}{4}$ inch from the vertical edge of the front placket. The collar edges shall measure 3 inches wide at the center front and 3 inches wide at the center back. The collar top shall be edge-stitched $\frac{1}{4}$ inch gauge and shall be 17 $\frac{1}{2}$ inches across the top. The collar and body seam shall be finished with bias cut binding tape. The binding tape shall be made with the shirt shell fabric. The binding tape shall be set via a mechanical folder and top stitched $\frac{1}{16}$ inch. The ends of the binding tape shall be sewn into the front placket and box seam. The exterior of the collar and body seam shall be top stitched $\frac{1}{4}$ inch gauge.

Back

The back shall be one piece construction. It shall measure a minimum of 31 $\frac{1}{2}$ inch long from the center collar seam to the bottom of the hem. The back shall have a dropped hem tail.

Sleeves

The sleeves shall have set-in shoulders and be one piece construction. The sleeves shall measure 11-inches wide at the shoulder seam and measure 22 inches long from the center of the back collar to the end of the cuff opening. The cuff opening shall measure 6 inches wide.

Cuff

The cuff piece shall be made of shirt shell fabric. The cuff shall be folded in half, surged on sewn to the sleeve piece with 3-thread over lock. The cuff shall finish 1 inch wide.

Epaulets

There shall be an epaulet on each shoulder. The epaulet shall measure 1 $\frac{1}{2}$ inches wide and shall be of the same fabric as the shell fabric. The epaulet shall be folded and edge stitched $\frac{1}{16}$ inch gauge. The end of each epaulet shall be sewn (o/c) in the top shoulder seam between the body & sleeve seams. The epaulets shall extend 5 $\frac{1}{2}$ inches from the top shoulder seam toward the collar and straddle the front and back panel shoulder seam. There shall be a single needle top stitch that secures the epaulet to the shoulder. The stitching shall form a 2 x 2 inch, boxed-x design that originates at the top shoulder seam. The epaulet shall finish in a pointed shape. The point of origin for the epaulet finish point shall be 4 $\frac{1}{2}$ inches from the shoulder seam. The finish point shall be secured to the shoulder seam via a button. There shall be a $\frac{3}{8}$ inch buttonhole $\frac{3}{4}$ inch from the finish point on the epaulet and a button sewn to shoulder seam. There shall be a microphone tab in the placket. The epaulet shall measure $\frac{1}{2}$ inch wide and shall be of the same fabric as the shirt shell fabric. The epaulet shall be folded and edge stitched $\frac{1}{16}$ inch gauge. The ends of the epaulet shall be set above the placket assembly in between the placket seam and box seam. The epaulet shall be set no more than $\frac{1}{4}$ inch above the bottom of the box seam.

Hem

The hem shall be of a split tail design. The hem shall be vented at the sides. The side vent shall extend 2 inches up from the front hem finished edge and shall be bar tacked where it intersects at the side seam. The hem shall be 3-thread edge stitched folded $\frac{3}{4}$ inch and double needle top stitched $\frac{1}{4}$ inch gauge. The hem shall be 2 inches longer in the back.

Buttons

The buttons shall be first grade 24 ligne melamine and have two thread holes. The buttons shall be dyed to match the shirt shell fabric color.

Seams and stitching

All stitching shall be lock stitch type 301. All exposed exterior seams, excluding under sleeves and side seam shall be topstitched $\frac{1}{4}$ inch gauge.

Thread

All construction thread shall be minimum size Tex 30 or 50/2. All top stitch thread shall be minimum size Tex 40 or 30/2.

ITEM SPECIFICATIONS

East Baton Rouge Emergency Medical Services (EMS) **Propper® Tactical Shirt (Short-Sleeve), (Items 0007 – 0010)**

Sizes

Men's (Shirt shall be available in following sizes; Indicate any additional charge for larger sizes):

- XS – 5XL

Women's (Shirt shall be available in following sizes; Indicate any additional charge for larger sizes):

- XS - XL

Labels

Manufacture and size labels be sewn onto the binding tape in the center of the back collar. Care instruction, manufacture's identification and R/N # shall be sewn into the left side seam of the lower body.

Propper® Tactical Shirt (Long-Sleeve), (Items 0011 – 0015)

GENERAL

The intent of this specification is to provide for the purchase and delivery of new tactical shirts (short-sleeve) for East Baton Rouge Emergency Medical Services (EMS) as follow: Propper® Women's Tactical Shirts style #F5305-50, or approved equivalent and Propper® Men's Lightweight Tactical Dress Shirts style #F5312-50, or approved equivalent; as specified below. Bidders must enclose with their bid two (2) copies of detailed manufacturers specifications on the clothing being bid including a complete list of any deviations from the specifications listed. The evaluation of the product offered and the determination of the lowest responsive and responsible bidder will be the sole responsibility of the Purchasing Division after consultation with the using agency.

Components

The Tactical Shirt shell consists of a blend of polyester / cotton ripstop. It is hip length and has long sleeves, an oversized chest and is designed to be worn over body armor and perspiration management liners.

- Teflon™ fabric protector repels stains and liquids
- Convertible collar with stays
- Chest pocket with pen slots
- Concealed document pockets
- Faux button front with zipper closure
- Badge tab kit included

Fabric

Shirt Shell Fabric

Fabric: 65% Polyester / 35% Cotton
Construction: Lightweight Ripstop
Weight : 4.5 oz. / sq. yard

Color: LAPD Navy

The construction and top stitch thread shall match the color of the shell fabric. The buttons and binding tape shall match the color of the shell fabric

Style

Propper® Tactical Long-Sleeve Shirt features a two button placket and set-in sleeves; it has placket and shoulder epaulets. The chest is over sized and the color and cuffs are made from the shirt shell fabric. It has a split tail hem and it is unlined and uninsulated. The Tactical Long-Sleeve Shirt is designed to be worn over body armor.

ITEM SPECIFICATIONS

East Baton Rouge Emergency Medical Services (EMS) **Propper® Tactical Shirt (Long-Sleeve), (Items 0011 – 0015)**

Front

The front shall be one piece construction. The front shell has a center front placket with a two-button closure. The front placket shall house a microphone epaulet. The chest is over sized to accommodate body armor. The front length shall be a minimum of 36-inches long.

Placket

The placket assembly shall be in a French seam design and set in the boxed seam below the collar of the upper front. Both left and right placket shall be made of the same fabric as the shirt and be fused with a non-woven material during its sub-assembly. The left placket shall be faced and the right front placket shall be lined. The left and right front placket facing shall be sewn into the box seam in a neat and durable manner. The left and right front placket shall be stitched, turned and topstitched 1/16 inch gauge to the front shell. The bottom edge of the placket shall form a sharp 90° turn along the bottom of the box seam and be stitched turned and topstitched 1/16 inch gauge.

Collar

The collar and the collar lining shall be made from the shirt shell fabric and shall be fused with non-woven material during its sub-assembly. The front of the collar shall finish ¾ inch from the vertical edge of the front placket. The collar edges shall measure 3 inches wide at the center front and 3 inches wide at the center back. The collar top shall be edge-stitched ¼ inch gauge and shall be 17 ½ inches across the top. The collar and body seam shall be finished with bias cut binding tape. The binding tape shall be made with the shirt shell fabric. The binding tape shall be set via a mechanical folder and top stitched 1/16 inch. The ends of the binding tape shall be sewn into the front placket and box seam. The exterior of the collar and body seam shall be top stitched ¼ inch gauge.

Back

The back shall be one piece construction. It shall measure a minimum of 31 ½ inch long from the center collar seam to the bottom of the hem. The back shall have a dropped hem tail.

Sleeves

The sleeves shall have set-in shoulders and be one piece construction. The sleeves shall measure 11-inches wide at the shoulder seam and measure 22 inches long from the center of the back collar to the end of the cuff opening. The cuff opening shall measure 6 inches wide.

Cuff

The cuff piece shall be made of shirt shell fabric. The cuff shall be folded in half, surged on sewn to the sleeve piece with 3-thread over lock. The cuff shall finish 1 inch wide.

Epaulets

There shall be an epaulet on each shoulder. The epaulet shall measure 1 ½ inches wide and shall be of the same fabric as the shell fabric. The epaulet shall be folded and edge stitched 1/16 inch gauge. The end of each epaulet shall be sewn (o/c) in the top shoulder seam between the body & sleeve seams. The epaulets shall extend 5 1/2 inches from the top shoulder seam toward the collar and straddle the front and back panel shoulder seam. There shall be a single needle top stitch that secures the epaulet to the shoulder. The stitching shall form a 2 x 2 inch, boxed-x design that originates at the top shoulder seam. The epaulet shall finish in a pointed shape. The point of origin for the epaulet finish point shall be 4 ½ inches from the shoulder seam. The finish point shall be secured to the shoulder seam via a button. There shall be a 3/8 inch buttonhole ¾ inch from the finish point on the epaulet and a button sewn to shoulder seam. There shall be a microphone tab in the placket. The epaulet shall measure ½ inch wide and shall be of the same fabric as the shirt shell fabric. The epaulet shall be folded and edge stitched 1/16 inch gauge. The ends of the epaulet shall be set above the placket assembly in between the placket seam and box seam. The epaulet shall be set no more than ¼ inch above the bottom of the box seam.

Hem

The hem shall be of a split tail design. The hem shall be vented at the sides. The side vent shall extend 2 inches up from the front hem finished edge and shall be bar tacked where it intersects at the side seam. The hem shall be 3-thread edge stitched folded ¾ inch and double needle top stitched ¼ inch gauge. The hem shall be 2 inches longer in the back.

ITEM SPECIFICATIONS

East Baton Rouge Emergency Medical Services (EMS) **Propper® Tactical Shirt (Long-Sleeve), (Items 0011 – 0015)**

Buttons

The buttons shall be first grade 24 ligne melamine and have two thread holes. The buttons shall be dyed to match the shirt shell fabric color.

Seams and stitching

All stitching shall be lock stitch type 301. All exposed exterior seams, excluding under sleeves and side seam shall be topstitched ¼ inch gauge.

Thread

All construction thread shall be minimum size Tex 30 or 50/2. All top stitch thread shall be minimum size Tex 40 or 30/2.

Sizes

Men's (*Shirt shall be available in following sizes; Indicate any additional charge for larger sizes*):

- XS – 5XL
- Length – Regular and Long

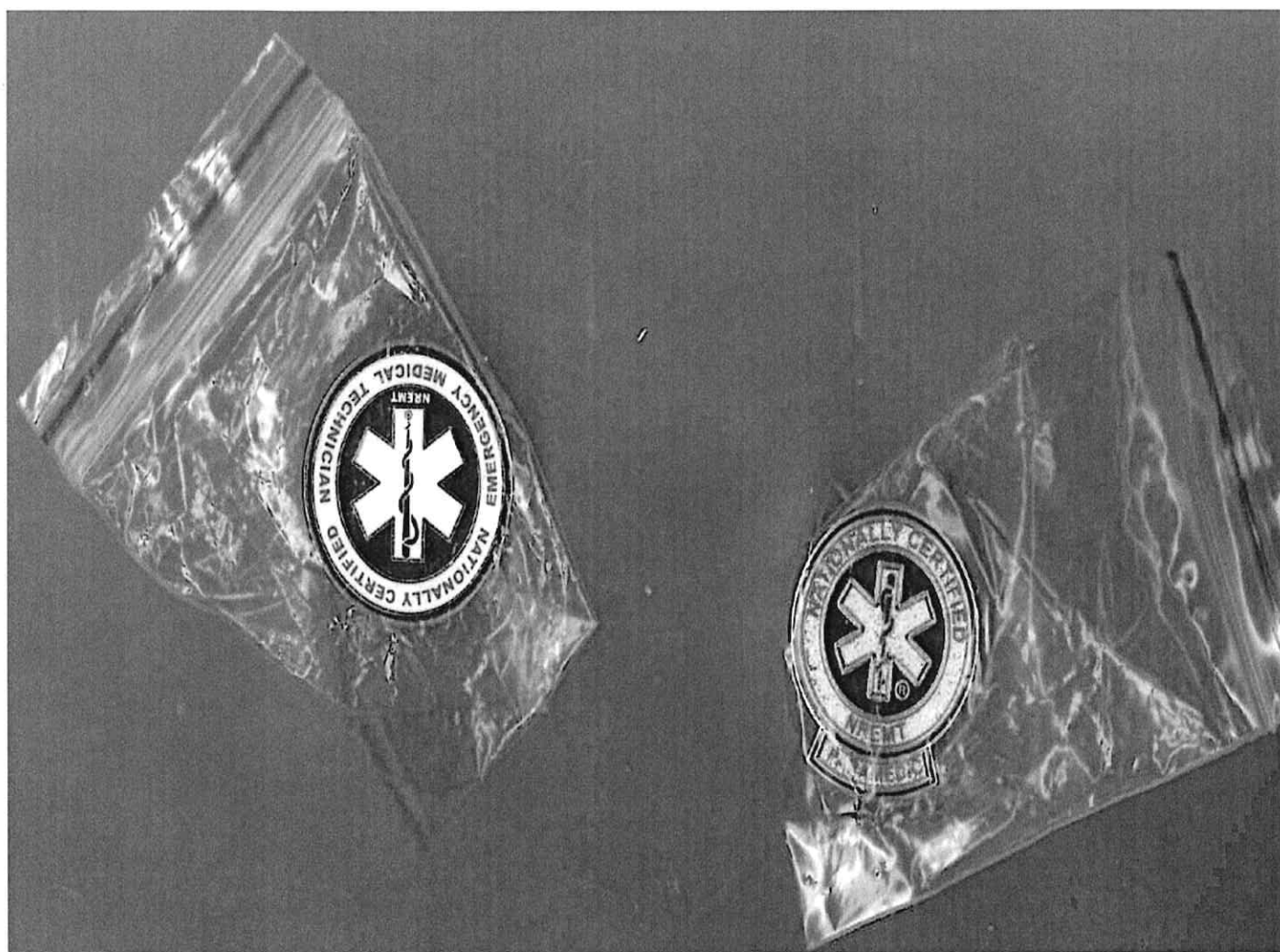
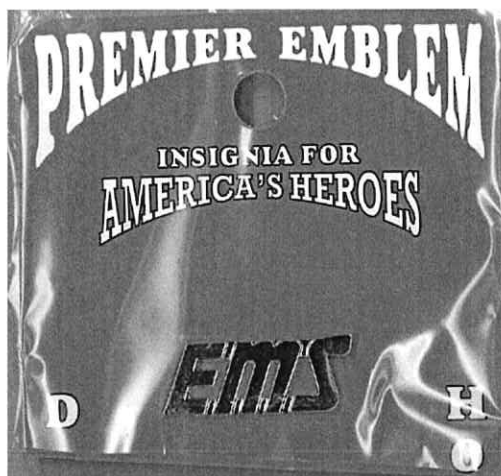
Women's (*Shirt shall be available in following sizes; Indicate any additional charge for larger sizes*):

- XXS - XXL

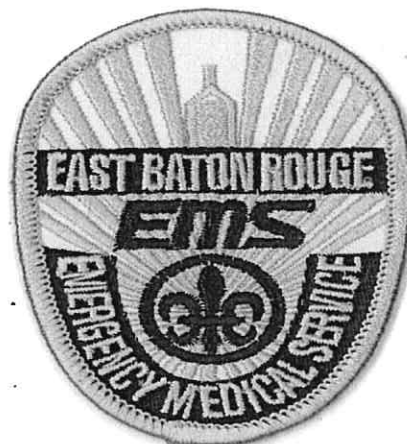
Labels

Manufacture and size labels be sewn onto the binding tape in the center of the back collar. Care instruction, manufacture's identification and R/N # shall be sewn into the left side seam of the lower body.

ATTACHMENT A



ATTACHMENT B



CITY OF BATON ROUGE
PARISH OF EAST BATON ROUGE
PURCHASING DIVISION

PROPOSAL FORM FOR ANNUAL CONTRACT NO: **A22-20080**

Schedule of Bid Items
Reference "Specifications" with accompanying Attachments

The brand and model used in this specification is used only to denote the general style, type, character and quality standard of the supplies requested. Please note the brand and model that you are bidding in the designated spaces provided. If bidding other than specified, sufficient information should be enclosed with the bid in order to determine quality, suitability, compatibility, and compliance with the specifications. Samples must be provided, if requested.

Slick Pants: (Items 0001 – 0006), per specifications

ITEM NO.:	DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL PRICE
0001	Slick Pants, per specification. Propper® Men's EdgeTec Slick Pants style #F5906, or approved equivalent. Sizes 28 – 36 State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
0002	Slick Pants, per specification. Propper® Men's EdgeTec Slick Pants style #F5906, or approved equivalent. Sizes 38 – 46 State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
0003	Slick Pants, per specification. Propper® Men's EdgeTec Slick Pants style #F5906, or approved equivalent. Sizes 48 – 56 State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
0004	Slick Pants, per specification. Propper® Women's EdgeTec Slick Pants style #F5910, or approved equivalent. Sizes 2 – 8 State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
0005	Slick Pants, per specification. Propper® Women's EdgeTec Slick Pants style #F5910, or approved equivalent. Sizes 10 – 16 State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____

NOTE: All prices shall include all supplies listed under Specifications, fuel charge and any other fee related to the Specifications.

**CITY OF BATON ROUGE
PARISH OF EAST BATON ROUGE
PURCHASING DIVISION**

PROPOSAL FORM FOR ANNUAL CONTRACT NO: **A22-20080**

Schedule of Bid Items
Reference "Specifications" with accompanying Attachments

The brand and model used in this specification is used only to denote the general style, type, character and quality standard of the supplies requested. Please note the brand and model that you are bidding in the designated spaces provided. If bidding other than specified, sufficient information should be enclosed with the bid in order to determine quality, suitability, compatibility, and compliance with the specifications. Samples must be provided, if requested.

Slick Pants (Continued): (Items 0001 – 0006), per specifications

ITEM NO.:	DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL PRICE
0006	Slick Pants, per specification. Propper® Women's EdgeTec Slick Pants style #F5910, or approved equivalent. Sizes 18 – 24 State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
	TOTAL FOR GROUP "SLICK PANTS" <i>(Items 0001 – 0006 must all be bid for consideration of award)</i>				\$ _____ TOTAL (Items 0001 – 0006)

NOTE: All prices shall include all supplies listed under Specifications, fuel charge and any other fee related to the Specifications.

CITY OF BATON ROUGE
PARISH OF EAST BATON ROUGE
PURCHASING DIVISION

PROPOSAL FORM FOR ANNUAL CONTRACT NO: **A22-20080**

Schedule of Bid Items
Reference "Specifications" with accompanying Attachments

The brand and model used in this specification is used only to denote the general style, type, character and quality standard of the supplies requested. Please note the brand and model that you are bidding in the designated spaces provided. If bidding other than specified, sufficient information should be enclosed with the bid in order to determine quality, suitability, compatibility, and compliance with the specifications. Samples must be provided, if requested.

Tactical Shirt (Short-Sleeve): (Items 0007 – 0010), per specifications

ITEM NO.:	DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL PRICE
0007	Men's Lightweight Tactical Dress Shirts, per specification. Propper® #F5311-50, or approved equivalent. Sizes: X-Small, Small, Medium, Large, and X-Large State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
0008	Men's Lightweight Tactical Dress Shirts, per specification. Propper® #F5311-50, or approved equivalent. Sizes: XLT through 3X-Large State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
0009	Men's Lightweight Tactical Dress Shirts, per specification. Propper® #F5311-50, or approved equivalent. Sizes: 4X-Large through 5X-Large State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
0010	Women's Tactical Shirts, per specification. Propper® #F5304-50, or approved equivalent. Sizes: X-Small, Small, Medium, Large, and X-Large State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
	TOTAL FOR GROUP "LAPD NAVY (SHORT-SLEEVE) SHIRTS" (Items 0007 – 0010 must all be bid for consideration of award)				\$ _____ TOTAL (Items 0007 – 0010)

NOTE: All prices shall include all supplies listed under Specifications, fuel charge and any other fee related to the Specifications.

CITY OF BATON ROUGE
PARISH OF EAST BATON ROUGE
PURCHASING DIVISION

PROPOSAL FORM FOR ANNUAL CONTRACT NO: **A22-20080**

Schedule of Bid Items
Reference "Specifications" with accompanying Attachments

The brand and model used in this specification is used only to denote the general style, type, character and quality standard of the supplies requested. Please note the brand and model that you are bidding in the designated spaces provided. If bidding other than specified, sufficient information should be enclosed with the bid in order to determine quality, suitability, compatibility, and compliance with the specifications. Samples must be provided, if requested.

Tactical Shirt (Long-Sleeve): (Items 0011 – 0015), per specifications

ITEM NO.:	DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	TOTAL PRICE
0011	Men's Lightweight Tactical Dress Shirts, per specification. Proper® #F5312-50, or approved equivalent. Sizes: X-Small, Small, Medium, Large, and X-Large; Length: Regular and/or Long State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
0012	Men's Lightweight Tactical Dress Shirts, per specification. Proper® #F5312-50, or approved equivalent. Sizes: XLT through 3X-Large; Length: Regular and/or Long State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
0013	Men's Lightweight Tactical Dress Shirts, per specification. Proper® #F5312-50, or approved equivalent. Sizes: 4X-Large through 5X-Large; Length: Regular and/or Long State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
0014	Women's Tactical Shirts, per specification. Proper® #F5305-50, or approved equivalent. Sizes: XX-Small, X-Small, Small, Medium, Large, and X-Large State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
0015	Women's Tactical Shirts, per specification. Proper® #F5305-50, or approved equivalent. Sizes: 2X-Large State Brand and Product Bid _____	3500	EACH	\$ _____	\$ _____
	TOTAL FOR GROUP "LAPD NAVY (LONG-SLEEVE) SHIRTS" (Items 0011 – 0015 must all be bid for consideration of award)				\$ _____ TOTAL (Items 0011 – 0015)

NOTE: All prices shall include all supplies listed under Specifications, fuel charge and any other fee related to the Specifications

INQUIRY PERIOD

An inquiry period is hereby firmly set for all interested bidders to perform a detailed review of the bid documents and to submit any **written questions** relative thereto. *Without exception*, all questions MUST be in writing.

The City-Parish shall not and cannot permit an open-ended inquiry period, as this creates an unwarranted delay in the procurement cycle and operations of our departments. The City-Parish reasonably expects and requires *responsible and interested* bidders to conduct their in-depth review of the bid document and submit inquiries in a timely manner.

All inquiries shall be received by 5:00 p.m. 04-12-22.

INQUIRIES AND/OR QUESTIONS SHALL NOT BE ENTERTAINED THEREAFTER.

Inquiries are to be directed as follows:

Mr. DeSean Bethley, MPA, Purchasing Analyst II
City-Parish Purchasing Department
222 St. Louis Street, Room 826 (Hand Delivery)
Baton Rouge, LA 70802
or
P. O. Box 1471
Baton Rouge, LA 70821
or
Email: dbethley@brla.gov
or Fax (225) 389-4841

CONTRACTOR'S AND SUB CONTRACTOR'S INSURANCE

Contractor and any subcontractor shall carry and maintain at least the minimum insurance as specified below until completion and acceptance of the work. Contractor shall not commence work under this contract until certificates of insurance have been approved by the City-Parish Purchasing Division. Insurance companies listed on certificates must have industry rating of A-, Class VI or higher, according to Best's Key Rating Guide. Contractor is responsible for assuring that its subcontractors meet these insurance requirements.

A. Commercial General Liability on an occurrence basis as follows:

General Aggregate	\$2,000,000
Products-Comp/Op Agg	\$2,000,000
Personal & Adv Injury	\$1,000,000
Each Occurrence	\$1,000,000
Fire Damage (Any one fire)	\$ 50,000
Med Exp	\$ 5,000

B. Business Auto Policy
Any Auto, or Combined Single Limit
Owned, Non-Owned & Hired \$1,000,000

C. Standard Workers Compensation - Full statutory liability for State of Louisiana with Employer's Liability Coverage.

D. The City of Baton Rouge and Parish of East Baton Rouge, must be named as additional insured on all general liability policies described above.

E. Waiver of subrogation in favor of City of Baton Rouge and Parish of East Baton Rouge, is required from Workers Compensation Insurer.

F. Certificates must provide for thirty (30) days written notice to Certificate Holder prior to cancellation or change.

G. The Certificate Holder should be shown as:

City of Baton Rouge and Parish of East Baton Rouge
Attn: Purchasing Division
Post Office Box 1471
Baton Rouge, Louisiana 70821

BIDDER'S ORGANIZATION

****NOTE: This form is MANDATORY and shall be submitted with bid.**
Failure to submit with bid will deem bid non-responsive

BIDDER IS:

AN INDIVIDUAL

Individual's Name: _____

Doing business as: _____

Address: _____

Telephone No.: _____ Fax No.: _____

A PARTNERSHIP

Firm Name: _____

Address: _____

Name of person authorized to sign: _____

Title: _____

Telephone No.: _____ Fax No.: _____

A LIMITED LIABILITY COMPANY

Company Name: _____

Address: _____

Name of person authorized to sign: _____

Title: _____

Telephone No.: _____ Fax No.: _____

A CORPORATION

IF BID IS BY A CORPORATION, THE CORPORATE RESOLUTION SHOULD BE SUBMITTED WITH BID

Corporation Name: _____

Address: _____

State of Incorporation: _____

Name of person authorized to sign: _____

Title: _____

Telephone No.: _____ Fax No.: _____

IF BID IS BY A JOINT VENTURE, ALL PARTIES TO THE BD MUST COMPLETE THIS FORM

CORPORATE RESOLUTION

A meeting of the Board of Directors of _____ a corporation organized under the laws of the State of _____ and domiciled in _____ was held this day of _____, 20____ and was attended by a quorum of the members of the Board of Directors.

The following resolution was offered, duly seconded and after discussion was unanimously adopted by said quorum:

BE IT RESOLVED, that _____ is hereby authorized to submit proposals and execute agreements on behalf of this corporation with the City of Baton Rouge, and Parish of East Baton Rouge.

BE IT FURTHER RESOLVED, that said authorization and appointment shall remain in full force and effect, unless revoked by resolution of this Board of Directors and that said revocation will not take effect until the Purchasing Director of the Parish of East Baton Rouge, shall have been furnished a copy of said resolution, duly certified.

I, _____, hereby certify that I am the Secretary of _____, a corporation created under the laws of the State of _____ domiciled in _____; that the foregoing is a true and exact copy of a resolution adopted by a quorum of the Board of Directors of said corporation at a meeting legally called and held on the _____ day of _____, 20__, as said resolution appears of record in the Official Minutes of the Board of Directors in my possession.

This _____ day of _____, 20____.

SECRETARY

AGREEMENT
(SAMPLE)

THIS AGREEMENT, made and entered into at Baton Rouge, Louisiana, effective the _____ day of _____, 20____, by and between the City of Baton Rouge and Parish of East Baton Rouge (herein after called "Owner") and _____ (herein after called "Contractor").

The Contractor shall perform all work required by the Contract Documents for the following services:

Annual Contract Number and Title A22-20080 (MUNIS #80000XXXX) EMERGENCY MEDICAL SERVICES TACTICAL UNIFORMS

Awarded Lines: 0001 THRU 0015

Contract Period: Month Day, 2022 THRU Month Day, 2023

1. The following Contract Documents are all hereby made a part of this Agreement to the same extent as if incorporated herein in full:
 - A. Bid Documents complete with terms and conditions
 - B. The Contractor's Proposal with all attachments.
 - C. The Specifications
 - D. The following enumerated addenda:
2. No amendment to this Contract shall be made except upon the written consent of the parties.
3. Insurance and Indemnity requirements shall conform to those stated in the specifications.
4. Contractor shall be paid an amount based on the attached Exhibit A:
5. Right to Audit/Records Retention. The Contractor shall permit the authorized representative of the City-Parish to periodically inspect and audit all data and records of the Contractor relating to his performance under this contract. Louisiana Revised Statute 44:36 Preservation of Records states that public records shall be preserved and maintained for a period of at least (3) three years from the date on which the public record was made.
6. Payment terms for services will be Net 30 days based on the monthly invoice. Agencies will be invoiced monthly in arrears by the contractor. Advanced payments shall not be made.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement effective as of the date first written above.

CITY OF BATON ROUGE
AND PARISH OF EAST BATON ROUGE
Owner

WITNESS:

By _____
Sharon Weston Broome, Mayor-President

WITNESS:

Contractor

By _____

(Typed Name and Title)